

PLANNING COMMISSION MEETING

A G E N D A

TOWN OF CHINCOTEAGUE

August 22, 2006 - 7:00 P.M. – Council Chambers - Town Hall

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

AGENDA ADOPTION:

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1. Review of Minutes of June 6, 2006, June 27, 2006 and August 8, 2006
 2. Public Participation
 3. Board of Zoning Appeals Report for August 10, 2006
 4. Amended Site Plan; Sunset Bay South
 5. Fence Ordinance regarding Construction Fences
 6. Ordinance Committee Report
 7. Planning Commission Sub-Committee Proposal
 8. Manteo Information Discussion
 9. Parking Requirements for Subdivision for boat slips
 10. Redman/Johnson status update
 11. Unfinished business
 12. Sign Ordinance Special Meeting date.
 13. Committee Suggestions for the Upcoming Agenda; Election of Officers & By Law review.

ADJOURN:

MINUTES OF THE JUNE 27, 2006 MEETING OF THE CHINCOTEAGUE PLANNING COMMISSION

CALL TO ORDER - Chairman Rosenberger called the meeting to order at 7:00 PM.

INVOCATION – Chairman Rosenberger led the invocation followed by the Pledge of Allegiance.

Members Present:

Mr. Ray Rosenberger, Chairman
Mrs. Mollie Cherrix
Mr. Bob Behr
Mr. Ray Daisey
Mrs. Ellen Richardson
Mr. Tom Derrickson
Mr. Kenny L. Lewis, Staff Support

Members Absent:

Mrs. Jane Wolffe

AGENDA ADOPTION

Mr. Rosenberger advised the Committee that Mr. Ritter, Town Manager had brought to his attention that the agendas for the Commission meetings do not coincide with Roberts Rules.

Mr. Rosenberger advised that an established agenda must be submitted. Such agenda may be amended during the adoption of the agenda. This would allow insertions or deletions to the agenda.

Mr. Ritter advised the Commission that by establishing an agenda then this would give the staff time to gather information for the Commission to review.

Mr. Davis advised that the Commission is an advisory board for the Mayor and Council. Mr. Davis was concerned that this would stifle discussion on matters.

Mrs. Richardson motioned, second by Mr. Behr to adopt the proposed agenda. It was unanimously approved.

Chairman Rosenberger would like to recommend that the next line item after Agenda Adoption be Public Participation.

Mrs. Richardson motioned to rescind the original motion to adopt the agenda. The motion was seconded by Mr. Behr, and it was unanimously approved.

Mr. Daisey made a motion to amend the agenda to include "Public Participation" as agenda item number one. Mr. Derrickson seconded the motion, and it was unanimously approved.

Mrs. Richardson made a motion to amend the agenda to move agenda item number one, "Workshop on Sign Ordinance" to agenda item number five. Mr. Daisey seconded the motion, and it was unanimously approved.

Chairman Rosenberger made a motion to amend the agenda to add item number four, "Fence/ Trellis". Mrs. Richardson seconded the motion, and it was unanimously approved.

Mr. Derrickson motioned, seconded by Mr. Daisey, to adopt the agenda as amended above. The motion was unanimously approved.

1. PUBLIC PARTICIPATION

No one spoke during public participation.

2. BOARD OF ZONING APPEALS REPORT

Mr. Behr made a motion, seconded by Mrs. Cherrix to accept the report as written. The motion was carried and unanimously approved.

3. COMMITTEE SUGGESTIONS FOR THE UPCOMING AGENDA

1. Temporary construction fences
2. Affordable housing/ Manteo plan
3. Arts Committee/ review
4. Subdivision Marina Parking/ On Street Parking
5. Signs
6. Redman/Johnson review

4. FENCE/ TRELLIS

There was a question as to whether or not a trellis a property owner wanted to put up was in fact a trellis or a fence. After much discussion, a motion was made by Mr. Daisey to agree with Mr. Lewis that the trellis in question is in fact a fence. The motion was seconded by Mrs. Cherrix, and it was unanimously approved.

5. WORKSHOP ON SIGN ORDINANCE

Chairman Rosenberger made a motion, seconded by Mrs. Cherrix to hold a work session on the Sign Ordinance, August 9, 2006. It was unanimously approved.

6. ADJOURNMENT

Mr. Daisey made a motion, seconded by Mrs. Richardson to adjourn the meeting.

Ray Rosenberger, Chairman

SPECIAL PLANNING COMMISSION MEETING
8 AUGUST 2006
MINUTES

CALL TO ORDER - Chairman Rosenberger called the meeting to order at 7:00 pm.

INVOCATION - Mr. Daisey led the invocation followed by the Pledge of Allegiance.

Members Present:

Mr. Ray Rosenberger, Chairman

Mrs. Ellen Richardson

Mr. Tom Derrickson

Mr. Ray Daisey

Mr. Bob Behr

Members Absent:

Mrs. Jane Wolffe

Mrs. Mollie Cherrix

Mr. Kenny L. Lewis, Staff Support

Mr. Robert G. Ritter, Jr., Town Manager

1. AGENDA ADOPTION

Mrs. Richardson motioned, seconded by Mr. Daisey, to adopt the agenda as presented. The motion was unanimously approved.

Mr. Daisey recommended that the agenda be amended to include the review of several other sign types. Mrs. Richardson motioned, seconded by Mr. Daisey, to amend the agenda item number one to include *Directional Signs, Window Signs and Lighting* under item I and to add item K. *Pennants and Balloons*. The motion was unanimously approved.

Mrs. Richardson motioned, seconded by Mr. Behr, to waive the rules to allow public participation. The motion was unanimously approved.

2. PUBLIC PARTICIPATION

Mr. Jim Frese thanked the Commission for allowing public participation at the work session. He commented that signs are getting more restrictive all the time and to restrict people from having a reasonable sign is unfair and infringes upon someone's first amendment right.

Angie Abell, a local realtor, wanted clarification as to what distance real estate signs should be from a structure and if the distance is too far could a directional sign be used. Also questioned how many signs can be placed on a property if there are several units such as townhouses. Mrs. Abell also suggested doing away with rental signs or maybe doing something else to improve them.

Mrs. Nancy Conklin addressed the use of directional signs. She stated that this issue has been going for many years and she would like to see something done about them.

Mr. Donald Thornton expressed concern about the signs being two feet from a structure. His home is a good distance from the road and a sign at that distance would not be seen from the roadway. He also stated that the commission should take into consideration directional signs being placed on street signs.

Mr. Gene Wayne Taylor questioned the placement of a sign on a vacant lot should the ordinance be changed.

Mrs. Linda Budd, a local realtor, questioned the use of open house signs. Mr. Lewis stated it would fall under *Commercial special event signs*. However, since the property may be in a residential district it would be an issue to think about.

3. Sign Ordinance Review

A. Sec. 7.3.13 Temporary Real Estate Signs - Mr. Behr made a motion to approve the ordinance as written. There was no second motion. Mr. Derrickson motioned, seconded by Mr. Daisey to review the real estate and vacation rental sign sections at the next meeting.

B. Sec. 7.7. through Sec. 7.7.5. Nonconforming Signs – Mr. Daisey motioned, seconded by Mrs. Richardson to approve Sec. 7.7 through 7.7.5 as written. The motion was unanimously approved.

C. Sec. 7.11.1. Determination of Sign Area – Mr. Derrickson motioned, seconded by Mr. Daisey, to approve Sec. 7.11.1 as written. The motion was unanimously approved.

D. Sec. 7.11.2. Determination of Sign Height – Mr. Behr motioned, seconded by Mr. Daisey to approve Sec. 7.11.2. as written. The motion was unanimously approved.

E. Sec. 7.12.5. Theaters – Mrs. Richardson motioned, seconded by Mr. Daisey, to approve Sec. 7.12.5. as written. The motion was unanimously approved.

F. Sec. 7.12.2. Gasoline Stations – Mr. Daisey motioned, seconded by Mrs. Richardson to include convenience stores that dispense fuel in Sec. 7.12.2. The motion was unanimously approved.

G. Sec. 7.12.3. Office and/or Industrial Centers – Mr. Daisey motioned, seconded by Mr. Derrickson, to make this an agenda item for discussion at the next meeting.

H. Sec. 7.12.4. Directory Signs – Mrs. Richardson motioned, seconded by Mr. Behr, to approve Sec. 7.12.4 as written. The motion was unanimously approved.

J. Sec. 7.11.3. Spacing of Freestanding Signs – Mr. Behr motioned, seconded by Mr. Daisey, to table this until the next meeting.

Mrs. Richardson motioned, seconded by Mr. Daisey, to make directional signs and scrolling signs number one on the agenda for the next meeting on August 22, 2006.

Mr. Daisey motioned, seconded by Mr. Derrickson, to discuss balloons, pennants etc. at the next work session. The motion was unanimously approved.

4. ADJOURNMENT

Mrs. Richardson motioned, seconded by Mr. Behr to adjourn the meeting.

Ray Rosenberger, Chairman